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July 30, 2021

**ADDENDUM NUMBER 1  
TO  
INVITATION FOR BIDS (IFB)  
FOR  
EVENT PLANNING, PRODUCTION, AND PROMOTION SERVICES FOR THE 2022  
ANNUAL AL-IMPICS GAMES  
IFB: #2021-004**

On July 9, 2021, the County of Los Angeles (County) Department of Public Health (Public Health) released an Invitation for Bids (IFB) for Event Planning, Production, and Promotion Services for the 2022 Annual Al-Impics Games.

As indicated in the IFB, Section 2.0, INSTRUCTIONS TO BIDDERS, Subsection 2.5, Bidders' Questions, questions received by the date and time specified in Section 2.3, IFB Timetable, will be compiled with the appropriate answers and issued as an addendum to the IFB and that County reserves the right to group similar questions when providing answers. This Addendum provides the response to the questions received.

**SECTION 1.0 - GENERAL INFORMATION:**

**Subsection 1.4, Bidder's Minimum Mandatory Requirements**

**Q1. In the "Minimum Mandatory Qualifications" ... there's 5 requirements, 3 of which are related to experience. While our experience for #1 and #2 is far far more than what's required, and we have a wide array of experiences for types of communities and events, we do not have SUD specific experience. It very clearly says that this is a minimum mandatory qualification, but it's always good to ask ... Is #3 an absolute minimum requirement?**

**A1. Yes. Pursuant to Subsection 1.4, Bidder's Minimum Mandatory Requirements, Subsection 1.4.3, Bidder must have a minimum of two (2) years' experience in the last four (4) years in one of the following: 1) planning or organizing events addressing SUD; 2) working with agencies that serve people with SUD to properly and sensitively celebrate recovery successes; or 3) providing SUD treatment services under a current executed Public Health Substance Abuse Prevention and Control (SAPC) contract.**

The AI-Impics is an Olympic-styled event focused on wellness and recovery through friendly competitive sports. As outlined in Appendix B-1, Statement of Work, this event is primarily a competitive sports event, banner parade, and awareness event, for people in recovery from substance use disorder.

**Q2. Can companies from Outside USA apply for this? (like, from India or Canada)**

A2. Pursuant to Subsection 1.4.4 Bidder's Minimum Mandatory Requirements, Bidder must have a minimum of one office location in Los Angeles County.

**Q3. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)**

A3. See Section 1.0 - General Information, Subsection 1.4, Bidder's Minimum Mandatory Requirements, item A2, of this Addendum. Additionally, the event will be held in Los Angeles. Bidder will need to be in contact with Public Health for planning activities, and pursuant to Appendix B-1, Statement of Work, Section 3.1, Contractor is required to participate in scheduled bi-weekly meetings (in-person or remotely, as determined by SAPC) with SAPC representative to discuss status of deliverables.

**SECTION 2.0 - INSTRUCTIONS TO BIDDERS**

**Subsection 2.9, Bid Submission**

**Q4. Can we submit bid proposals via email?**

A4. Yes, pursuant to Subsection 2.9, Bid Submission, bids are due on or before the specified date in Section 2.3, IFB Timetable, by email transmission to:

Jessica Blackwood, Assistant Contract Analyst  
County of Los Angeles, Department of Public Health  
Contracts and Grants Division  
Email address: [jblackwood@ph.lacounty.gov](mailto:jblackwood@ph.lacounty.gov)

**APPENDIX B-1 STATEMENT OF WORK / APPENDIX B-2 SCOPE OF WORK**

**Q5. Do we need to come over there for meetings?**

A5. Pursuant to Appendix B-1, Statement of Work, Section 3.1, Contractor is required to participate in scheduled bi-weekly meetings (in-person or remotely, as determined by SAPC) with SAPC representative to discuss status of deliverables.

Pursuant to Appendix B-2, Scope of Work, Section 1.3, Schedule and conduct bi-weekly status meetings (remotely, or in-person depending on the project necessity) with SAPC staff separate from the monthly planning committee

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meeting. The location of the in-person meetings are to be determined by SAPC and the Contractor.

Pursuant to IFB, Section 1.5, County's Rights and Responsibilities, Addendum Number 1 has been made available on the Los Angeles County Department of Public Health Contracts and Grants website at <http://publichealth.lacounty.gov/cg/index.htm> and on the Los Angeles County- Doing Business With Us website at <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>.

Thank you for your interest in contracting with the County of Los Angeles. Except for the revisions contained in Addendum Number 1, there are no other revisions to the IFB. All other terms and conditions of the IFB remain in full force and effect.

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